

FINANCE & UTILITY COMMITTEE MEETING

Wednesday, April 1, 2020, 6:00 PM

(This was a phone conference meeting only)

The Committee meeting was called to order at 6:00 p.m. Those present included: Mayor Jeff Snoots, Council Member John Dayton, Council Member Tom Smith, Committee Member Carroll Jones, Committee Member Syree Williams, City Administrator David Dunn, Public Works Director John Gerstner, Chief of Police Milt Frech, Planning and Zoning Administrator Bruce Dell, Accountant Rikki Bruchey, Payroll Analyst Missy Reckley, City Clerk Carrie Myers, and Main Street Director Julie Martorana.

Brunswick Main Street Manager/City MOU – Mr. Dunn discussed when Main Street Manager Sophie Smith left the position, staff proposed the Main Street Manager position be brought back as a City employee, so the City could offer salary and benefits, as well as provide office space, to that position, in lieu of a yearly Main Street donation. Main Street Director Julie Martorana said the Main Street Board of Directors is in agreement with that request on the condition that a formal MOU be established. She also stated recruitment of the position would be a joint effort by Main Street/City. After a lengthy discussion regarding potential logistics, the consensus was to bring this item to the Mayor and Council for approval.

Ms. Martorana also requested the last FY2020 payment to Main Street still be made, and that Main Street be allowed to spend that on a temporary employee to help out until the permanent replacement is selected. The consensus of the Committee was to approve this request.

Mayor & Council Salary Discussion – Mr. Dunn stated some Council members requested he research comparable salaries in other municipalities. He also stated any change to salaries would not take effect until the following group was elected. The consensus of the Committee was that this should be tabled for the time being, as it was not an appropriate time to consider.

FY2020 Finance Reports/FY2021 Budget Discussion – Mr. Dunn stated all department spending is within the appropriate 75% of budgeted expenses for year-to-date. He highlighted some revenue in real estate taxes and grant activity. The group discussed the EDC contract for next year and the consensus was not to include this contract in the FY2021 budget at this time.

Mr. Dunn stated that given the current COVID interruption of day-to-day business functions, his recommendation was to pass a basic general fund budget by June 30th, then complete any necessary budget amendments to fine tune the budget when business is back to normal. Mr. Dunn stated the enterprise budget could wait for passage after July 1st. The Committee consented to this proposal.

COVID EDC Grants – Mr. Dayton stated the EDC has been working to propose \$1,000 COVID grants to eligible Brunswick businesses for debt relief. He proposed using \$30,000 in funding from the EDC budget, yet to be spent for FY2020. After a discussion, the Committee consented to moving this to the Mayor and Council for discussion.

The meeting adjourned at 7:00p.m.